



First 5 Commission of San Diego

Item 3-2

FY 2017-18 Operating Budget
April 10, 2017

Description	Requested Budget FY 2017-18	Budget Notes
Salaries & Benefits	\$2,316,910	Staff (18.5 FTEs)
HHSA Burden	\$611,664	Overhead charge (26.4% of labor)
Total labor costs per IA	\$2,928,574	
Services & Supplies		
Temp Help	10,000	Temporary labor
Other Communications	1,344	Warm line access
Cellular Phone Use	4,576	Cell phone service
Insurance	9,921	Prop10 Insurance
Vehicle Lease (ISF)	400	County Van lease
First Aid supplies	150	First Aid Kit & AED supplies
Memberships	61,447	F5 Association, Grant Makers, & GFOA
Office Expense	17,000	Consumable supplies
Postage	1,000	Postage / delivery services
Printing	1,000	Various printing services
County Counsel	5,000	County Counsel
Specialized Services Contracts	40,000	Annual audit & Consultants
Copy Equipment Rental	16,790	Lease of multiple copy machines
Rents & Leases Structures	370,568	Office lease
Special Departmental Expense	10,000	Strategy & Policy Fund
Books and Subscriptions	1,000	Resource library
Minor Equipment	2,500	Office chairs, desks & other equip.
Out of County Travel (Transportation/Lodging)	18,870	Staff meetings & conferences
Local Community Forums & Staff Development	6,500	Local community meetings & staff development
Staff Mileage	8,000	Mileage reimbursement
Out of County Training/Registration	7,645	Training registration
Purchasing & Contracting	5,000	Procurement services (Dept. of Purchasing & Contracting)
Facilities Management (General Services)	7,210	Services for building lease (Gen Services Dept.)
Network Services (IT contract)	41,787	Phone/voice mail, network services
Data Center Services (IT contract)	1,737	Email service
Desktop Computing (IT contract)	26,477	Computers & printers
Catalog Items (IT contract)	2,400	IT products
Total Services and Supplies	\$678,322	
Evaluation Services	\$879,910	
Total Operating Expenses (lines 11, 42, & 44)	\$4,486,806	

	Additional Requested Budget	Previously Approved	
Contributions to Community Projects	\$ 955,000	\$ 36,514,164	Total: \$37,469,164
TOTAL Operating Budget (lines 46 & 48)	\$ 5,441,806	\$ 36,514,164	\$41,955,970

Detail follows on Pages 2 & 3

**PROJECTED
ADMIN RATE:
8.60%**

$\text{Admin Rate} = \frac{\text{Operating Expenses (less Evaluation)}}{\text{Total Operating Budget}} = \frac{\$4,486,806 - \$879,910}{\$41,955,970}$
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REVENUE		
Prop 10 - Tobacco Tax *	\$ 24,932,612	First 5 California projection
IMPACT*	1,670,600	State match per agreement
IMPACT Hub *	382,300	State match per agreement
Transfer from Sustainability Fund	14,970,458	Transfer from Sustainability Fund
TOTAL REVENUE	\$ 41,955,970	

*Revenue projections from First 5 California

	A	B	C	D	E	F	G	H	I	
64		Budget Expense Detail by Line Item								
65								<i>Total Budget</i>		
66		52570 Interdepartmental Expense	Commission staff salaries & benefits (18.5 FTE's)					\$ 2,316,910		
67		(Labor costs paid to County of San Diego - HHS)	Burden (26.4%)					\$ 611,664		
68			Total Labor Costs					\$ 2,928,574		
69										
70		52010 Temporary Help						\$ 10,000		
71										
72		52066 Communications non-ISF	Warm line access					\$ 1,344		
73										
74		52068 Cellular Phone Use	Service for cell phones and broadband cards					\$ 4,576		
75										
76		52132 Insurance	Crime Bond Insurance					\$ 1,400		
77			Special Liability Insurance					\$ 7,865		
78			Special Property Insurance					\$ 656		
79			Total Insurance					\$ 9,921		
80										
81		52178 Vehicle lease	County van lease for group travel to LA meeting					\$ 400		
82										
83		52252 Medical Supplies	First Aid & AED supplies					\$ 150		
84										
85		52270 Memberships	F5 Association fees, SD Grant Makers, & GFOA					\$ 61,447		
86										
87		52330 Office Expense	Office supplies & products					\$ 17,000		
88										
89		52332 Postage	Postage and mail services					\$ 1,000		
90										
91		52334 Printing	Printing services					\$ 1,000		
92										
95		52374 County Counsel	County Counsel services					\$ 5,000		
96										
97		52396 Evaluation Services								
98		Evaluation	Evaluation Includes Contract Management and Evaluation.					\$ 616,140		
99		CMEDS Database Provider	Data System (CMEDS) Database Management.					\$ 263,770		
100			Total Evaluation Services					\$ 879,910		
101										
102		52432 Specialized Services Contracts	Annual CPA Audit & Consultants					\$ 40,000		
103										
104		52504 Copy Equipment Rental	Rental services for copiers and color copy costs					\$ 16,790		
105										
106		52530 Rent/ Lease Structure	Office lease					\$ 370,568		
107										
108		52550 Special Departmental Expense	Fund for First 5 Association & State strategy and policy changes					\$ 10,000		
109										
110		52560 Books and Subscriptions	Professional literature for staff					\$ 1,000		
111										
112		52566 Minor Equipment	Office equipment & furnishings					\$ 2,500		
113										
114		52608 Out of County Travel	Required travel for First 5 programs and meetings					\$ 18,870		
115										
116		52610 Local Community Forums & Staff Development	Local community meetings and staff development					\$ 6,500		
117										
118										
119		52612 Staff Mileage	Mileage at approved IRS rate					\$ 8,000		
120										
121		52622 Out of County Training & Registration	First 5 meetings and conferences					\$ 7,645		
122										
123										
124		52704 Purchasing & Contracting	Anticipated RFP costs for services from Dept. of Purchasing & Contracting					\$ 5,000		
125										
126		52710 Facilities Mgmt (Gen Serv)	2.11% of lease total paid to General Services					\$ 7,210		
127										
128		52721 Network Services	COSD IT contract: Phone, voicemail, data jacks & network services					\$ 41,787		
129										
130		52723 Data Center Services	COSD IT contract: Email services					\$ 1,737		
131										
132		52732 Desktop Services	COSD IT contract: Rental and service of computers, laptops, and printers					\$ 26,477		
133										
134		52750 Catalog Items	COSD IT contract: Upgrades - hardware, software and wireless networking					\$ 2,400		

	A	B	C	D	E	F	G	H	I
135									
136		53664 Contributions to Community Projects			<i>Previously Approved</i>	<i>Additional Requested</i>		<i>Total</i>	
137					<i>for FY 2017-18</i>	<i>Program Budget</i>		<i>Program Budget</i>	
138		Health							
139			Healthy Development Services		\$ 12,778,905			\$ 12,778,905	
140			KidSTART		\$ 1,158,845			\$ 1,158,845	
142			Oral Health Initiative		\$ 1,950,000			\$ 1,950,000	
143			Total Health					\$ 15,887,750	
144									
145		Learning							
146			Quality Preschool Initiative		\$ 14,377,277			\$ 14,377,277	
147			Mi Escuelita		\$ 653,160			\$ 653,160	
148			YMCA-CRS		\$ 170,977			\$ 170,977	
149			Total Learning					\$ 15,201,414	
150									
151		Family							
152			Targeted Home Visits		\$ 5,000,000			\$ 5,000,000	
153			Maternity Shelter		\$ 125,000			\$ 125,000	
154			Parent Education & Family Engagement		\$ -	\$ 275,000		\$ 275,000	
155			Total Family					\$ 5,400,000	
156									
157		Community							
158			Information & Referral		\$ 300,000			\$ 300,000	
159			Parent & Public Education		\$ -	\$ 515,000		\$ 515,000	
160			Community Projects		\$ -	\$ 165,000		\$ 165,000	
162			Total Community					\$ 980,000	
163									
164			Total Contributions to Community Projects		\$ 36,514,164	\$ 955,000		\$ 37,469,164	